



WASHOE COUNTY

Integrity Communication Service
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STAFF REPORT

BOARD MEETING DATE: June 13, 2017

CM/ACM	<u>JS</u>
Finance	<u>KE</u>
DA	<u>-</u>
Risk Mgt	<u>-</u>
HR	<u>-</u>
Other	<u>CH</u>

DATE: May 24, 2017
TO: Board of County Commissioners
FROM: Patsy Buxton, Fiscal Compliance Officer, 775-328-2418,
pbuxton@washoecounty.us
THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417,
aheenan@washoecounty.us
SUBJECT: Approve amendments totaling an increase of [\$31,763] in both revenue and expense to the FY17 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP) Replenishment Grant Program, IO 11412; and if approved direct the Comptroller's office to make the appropriate budget amendments. (All Commission Districts)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget amendments.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

PREVIOUS ACTION

There has been no previous action taken by the Board.

GRANT AWARD SUMMARY

Project/Program Name: CDC Public Health Preparedness Replenishment Program

Scope of the Project: The Subgrant Award scope of work addresses the following capabilities:

- Information Sharing
- Mass Care
- Medical Countermeasure Dispensing

Benefit to Washoe County Residents: This Award supports the Epidemiology and Public Health Preparedness (EPHP) Division's mission to strengthen the capacity of

AGENDA ITEM # 5.D.

public health infrastructure to detect, assess, and respond decisively to control the public health consequences of bioterrorism events or any public health emergency.

On-Going Program Support: These funds support one time activities in the Public Health Preparedness Program.

Award Amount: Total award is \$38,116 (\$31,763 direct/\$6,353 indirect)

Grant Period: May 1, 2017 – June 30, 2017

Funding Source: Centers for Disease Control and Prevention (CDC)

Pass Through Entity: State of Nevada, Department of Health and Human Services - Division of Public & Behavioral Health

CFDA Number: 93.069

Grant ID Number: 6NU90TP000534-05-06

Match Amount and Type: 10% match is required and is met through Shared Services expenditures

Sub-Awards and Contracts: No Sub-Awards are anticipated.

FISCAL IMPACT

As this award was not anticipated in the FY17 budget, a budget amendment in the amount of \$31,763 is necessary to bring the Notice of Subgrant Award into alignment with the direct program budget.

No amendment is necessary for indirect revenue.

Should the BCC approve these budget amendments, the FY17 budget will be increased by \$31,763 in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11412 -431100	Federal Revenue	\$31,763.00
	Total Revenue	\$31,763.00
2002-IO-11412 -710100	Professional Services	\$ 5,623.00
-710300	Operating Supplies	\$14,145.00
-710355	Books and Subscriptions	\$ 9,500.00
-710500	Other Expense	\$ 2,495.00
	Total Expenditures	\$31,763.00

RECOMMENDATION

It is recommended that the Board of County Commissioners approve amendments totaling an increase of [\$31,763] in both revenue and expense to the FY17 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP) Replenishment Grant Program, IO 11412; and if approved direct the Comptroller’s office to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve amendments totaling an increase of [\$31,763] in both revenue and expense to the FY17 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP) Replenishment Grant Program, IO 11412; and if approved direct the Comptroller's office to make the appropriate budget amendments."



State of Nevada
 Department of Health and Human Services
Division of Public & Behavioral Health
 (hereinafter referred to as the Division)

HD #: **16008**
 Budget Account: **3218**
 Category: **22**
 GL: **8516**
 Job Number: **9306916A**

NOTICE OF SUBGRANT AWARD

Program Name: Public Health Preparedness Program Bureau of Preparedness, Assurance, Inspections, Statistics (PAIS)	Subgrantee Name: Washoe County Health District (WCHD)
Address: 4150 Technology Way, Suite #200 Carson City, NV 89706-2009	Address: PO Box 3902 Las Vegas, NV 89127
Subgrant Period: May 1, 2017 through June 30, 2017	Subgrantee's: EIN: 88-6000138 Vendor #: T40283400Q Dun & Bradstreet: 073786998

Purpose of Award: These PHEP replenishment funds are intended to demonstrate achievement in PHEP activities that are outlined in the CDC grant guidance.

Region(s) to be served: Statewide Specific county or counties: Washoe County

Approved Budget Categories: 1. Personnel \$ 0.00 2. Travel \$ 0.00 3. Supplies \$ 14,145.00 4. Equipment \$ 0.00 5. Contractual/Consultant \$ 5,623.00 6. Other \$ 11,995.00 7. Indirect \$ 6,353.00 Total Cost: \$ 38,116.00	Disbursement of funds will be as follows: Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures <i>specific to this subgrant</i> . Total reimbursement will not exceed \$38,116.00 during the subgrant period.
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Source of Funds:	% Funds:	CFDA:	FAIN:	Federal Grant #:
1. Centers for Disease Control and Prevention (CDC)	100%	93.069	U90TP000534	6NU90TP000534-05-06

Terms and Conditions:
 In accepting these grant funds, it is understood that:
 1. Expenditures must comply with appropriate state and/or federal regulations;
 2. This award is subject to the availability of appropriate funds; and
 3. The recipient of these funds agrees to stipulations listed in the incorporated documents.

Incorporated Documents:
 Section A: Assurances;
 Section B: Description of Services, Scope of Work and Deliverables;
 Section C: Budget and Financial Reporting Requirements;
 Section D: Request for Reimbursement;
 Section E: Audit Information Request;
 Section F: DPBH Business Associate Addendum;
 Attachment 1: Match Certification;
 Attachment 2: Detailed Work Plan.

Kevin Dick District Health Officer	 <small>Signature</small>	<small>Date</small> 5/25/17
Erin Lynch, MPH Program Manager, PHP	 <small>Signature</small>	<small>Date</small> 4/17/17
Chad Westom Bureau Chief, PAIS	 <small>Signature</small>	<small>Date</small> 4/18/17
for Cody L. Phinney, MPH Administrator, Division of Public & Behavioral Health		